

**ELK GROVE COMMUNITY SERVICES DISTRICT
MINUTES OF REGULAR BOARD MEETING
Tuesday, October 1, 2002
EGCSD Administration Building**

ATTENDANCE:

Directors present included Gerald Derr, Doug McElroy, Elliot Mulberg, Pat Perez, and Elaine Wright.

General Manager Rita Velasquez, Fire Chief Mark Meaker, Administrator of Parks & Recreation David Wigginton, and Administrative Services Director Jeff Ramos were also in attendance.

A. CALL TO ORDER/PLEDGE OF ALLEGIANCE

1. President Derr called the meeting to order at 6:30 p.m.
2. Director Mulberg led the Pledge of Allegiance.

B. ANNOUNCEMENTS/PRESENTATIONS

1. The Board welcomed John Connolly and James Buckingham to the District as new Park Maintenance Workers for the CSD Parks & Recreation Department.

C. GENERAL MANAGER/DEPARTMENT HEAD REPORTS

1. Administrative Services Department – Rita Velasquez reported recent events she attended included Salute to Ag, the Experience Elk Grove tour, the Chamber Business Expo, and the Envision Elk Grove workshop, as well as meetings of the Elk Grove City's General Plan, the Trails Committee, and the Florin Resource Conservation District Board.

At their last meeting, the City Council approved the Laguna Estate Housing Project, a gated community at the southeast corner of Elk Grove and Franklin Boulevards. The developer agreed to provide a one-acre park within the project to be maintained by the Homeowner's Association and has also agreed to pay Quimby fees. Staff will be meeting with the developer in the coming week to discuss the siting of the park.

At the last Planning Commission meeting, the property being donated in Del Meyer's name on Elk Grove-Florin Road, south of Bond Road was approved and will be forwarded to the City Council at their next meeting for approval. In response to Director McElroy's request that the item be agendized for the next CSD meeting to amend the trailhead, Rita stated it will probably be agendized for the Board meeting following the City Council's for acceptance of the deed for recordation.

Rita reported the meetings regarding the Barbara Wackford Aquatic and Community Complex are ongoing, with a policy and questionnaire for pre-qualification of sub-contractors for the project on tonight's agenda for Board approval. Staff is reviewing and updating the financing plans for East Elk Grove and Elk Grove-West Vineyard to ensure adequate funding for future fire and park facilities.

Rita received a lot of information from the CSDA Conference she attended last week with regards to the Brown Act, the Local Coalition, the Grass Root's Public Outreach, Effective Advocacy, Personnel Law, and LAFCo Law; she will disseminate the information to Department Heads for review.

Rita announced Dan Lawrence, the Branch Manager of River City Bank in Elk Grove was selected as the 2002 Citizen of the Year by the Chamber of Commerce; the dinner will be held at the Masonic Hall on Monday, October 21st at 6:00 p.m.

Finally, Rita reported the final draft of the Municipal Services Review Guidelines have finally been released, with a 21-day review period; she will go over it with staff for their feedback.

Jeff Ramos indicated computers approved in this year's budget have been ordered and received and will be installed by Jack Haddon. Staff is working with VALIC, the new Deferred Compensation provider to sign employees up during the month of October; the Laguna Community Park maintenance building and restroom should be completed by the end of the month; and staff is in discussions with Elk Grove Water Service regarding cost-sharing the installation of a water main at the Administration building.

Due to a move out of the Elk Grove area, Michelle Maguire-Oatman resigned from the EGCSO Foundation Appointed Board of Directors; staff will be forwarding a Staff Report to the Board at their next meeting to ratify the appointment of Tony Ouellette to fill that vacancy.

And finally, Jeff reported staff is completing the audit preparation packet in anticipation of the arrival of auditors the week of October 14.

2. Parks & Recreation Department – David Wigginton's verbal report included the following highlights for the Recreation Division: fall registration for adult softball totaled 70 teams and due to a lack of facilities, 20 teams had to be turned away; two new adult programs have been added – women's basketball and flag football; an after-school sport camp for third to sixth graders has been implemented at Foulks Ranch Elementary School; and the Department received a \$2,500 grant from NRPA to support the NFL Youth Flag Football League; the money will be used to purchase a portable scoreboard and to host parent training clinics for youth sport programs.

For the Administrative Division, staff has submitted a grant application under the Recreation Trails Program administered by the State of California for the development of a staging area along Laguna Creek Trail on land being donated to the CSD in memory of Del Meyer; the Laguna Town Hall will be offering the courtyard area as an option for wedding/receptions.

By way of the Park Maintenance Division, staff has completed 202 work orders for the month of October; performed 136 ball field preps; winterized the Elk Grove Pool; installed the towers for hand painted tiles at Miwok Park; and installed scoreboards and card readers at the Laguna Community Park.

By way of general information, there has been a 12% increase in overall attendance at the Elk Grove Pool, with swim pass revenue up 71% and swim lesson enrollment up 5% over last year; and approximately 1,514 volunteer hours were donated to the Department in September totaling approximately \$22,610.

3. Fire Department – Chief Grueneberg indicated crews have responded to over 690 incidents since the last report, including a structure fire on Durango Way causing \$250,000 in damages.

The year-to-date total call volume is up by 7% and ambulance responses are up 17%. The 9/11 ceremony conducted at Station 71 in honor of those who died in the attacks in New York and at the Pentagon was very well attended by the public. Strike Teams were sent to Redding, Rocklin, and the Angelides National Forest in Glendora.

The Fire Department participated in the Chamber of Commerce Business Expo on 9/21 and will be at the Harvest Festival this weekend; activities planned include fire extinguisher demonstrations, home sprinkler demos, fire apparatus display, and Soot Camp. The Medic bike teams will be in operation and on-duty all weekend.

Keith reported he and Chief Meaker recently toured the Marion County training facility in Oregon and hope to incorporate some of the simulators they saw at that facility to the District's training facility. The Department has received the use permit for the project from the City of Elk Grove, which allows the architect to draft the bid document, which will be forwarded to the Board in early December for approval; staff hopes to go out to bid in February, start construction in March, and complete the project by October 2003.

The Department took delivery of one of the new grass units, now being outfitted at the Maintenance shop; it will be on display in front of the Administration Building for viewing at the next Board meeting.

Chief Meaker reported staff was successful in getting an amendment to the East Franklin Specific Plan to relocate Fire Station 72 on street 24 south of Poppy Ridge, as identified on the plan. Staff will come back to the Board for approval to purchase the land once negotiations with the owner are finalized.

Chief Meaker also provided data to the Board supporting his statements from a previous meeting that the District's response times were the best in the County.

D. COMMUNICATIONS FROM THE PUBLIC

1. NONE

E. CONSENT CALENDAR

1. The Board approved the September 17, 2002 Board meeting minutes, with the following revision on Item H7 - "... cost of maintaining the communications system. That Board member from another fire agency, not Elk Grove's, also expressed his feelings that volunteer and part-time fire agencies should pay their fair share." Perez-Mulberg, unanimous.
2. The Board approved Resolution No. 2002-57, adjusting the dry period financing and capital improvement reserves within the District Wide Landscape & Lighting Assessment District for FY 2002-03. Perez-Mulberg, unanimous.

F. ADVERTISED PUBLIC HEARINGS

1. NONE

G. PUBLIC HEARINGS

1. NONE

H. STAFF REPORTS

1. The Board approved the Pre-qualification Policy and Model Questionnaire for trade contractors and general contractors with Rudolph and Sletten for the Barbara Morse Wackford Aquatic/Community Complex at Laguna Community Park. Perez-Mulberg, unanimous.

With the approval of the policy and questionnaire tonight, Rita stated pre-qualification for sub-contractors will begin immediately to ensure that the construction timeline is met, with project completion by May 2004.

I. BOARD OF DIRECTORS BUSINESS

1. The status report of the Senior Resource Guide has been pulled due to the fact staff is still awaiting publication information; an update will be forthcoming later in the year.
2. Director McElroy announced tickets are now available for his year's Home Field Advantage Celebrity Dinner scheduled for October 26 at the SES Hall.

J. COMMUNICATIONS FROM THE PUBLIC

1. NONE

K. IDENTIFICATION OF ITEMS FOR FUTURE MEETING

1. President Derr expressed his displeasure with the condition of Elk Grove Park, including the portions owned by the District. He asked staff to look at what can be done to improve the conditions. Although the park is not under the District's jurisdiction, Jerry Fox indicated re-seeding work is scheduled later in the year. Rita explained that based on a contract the District has with the County, the CSD portion is being maintained to the same standard the County is maintaining theirs, which is insufficient due to a lack of funding. Staff will continue to work with the County on those issues.
2. Director McElroy thanked both Rita and David Wigginton for working on a more competitive bidding process for landscape corridor and the park maintenance agreements when existing contracts go up for renewal. He felt it was an issue that needed addressing and appreciates the fact staff is already on top of the matter.

L. ADJOURNMENT TO EXECUTIVE SESSION

1. NONE

M. ADJOURNMENT

With no further business, the regular Board meeting was adjourned at 7:10 p.m.

Respectfully submitted,

Rita K. Velasquez
Secretary of the Board